

PRE-PROPOSAL CONFERENCE NOTES
ABRAHAM LINCOLN NATIONAL CEMETERY
Phase 2 Gravesite Expansion and Cemetery Improvements
ELWOOD, ILLINOIS
Project: 915CM2003 RFP: VA-101-10-RP-0072
June 3, 2010 at 11:00 AM

Introductions:

Gregory Sabater, VA Contracting Officer, requested that all attendees sign in on the prepared sign-in sheets. He also asked that all present pick up the available handouts (agenda and Joint Venture teaming information). Gregory then made introductions of the project team present: Kevin Dix, VA Project Manager; Sean Baumgartner, Interim Cemetery Director; and Jennifer Sieracki, A/E Project Manager. Jennifer then introduced the design team present (Alan Levine and Kim Gerred of Pioneer Engineering, Rob Marshall of JJR, and Kim Lambrecht of Landmark Engineering) as well as the consultants not present (Walton Associates Architects, Jose de Avila and Associates, Smithgroup, and Aqua Engineering).

Agenda Review:

Gregory went through the agenda items. When he finished he opened the floor for questions. The questions and responses are indicated below:

1. How will contract award be made?
 - a. *The contractor awarded the construction contract will be indicated on FedBizOpps.*
2. When will the contract be awarded?
 - a. *The actual award date is unknown as there are many variables involved, such as a contractor protest. Contractors are allowed to protest a bid award, therefore, if a protest is filed, then the award date will be postponed.*
3. Without protest when will award be made?
 - a. *The technical proposals are completed within a week. Then legal concurrence must take place. The overall process shouldn't take more than 2.5 weeks total for award.*
4. Are wetland permits in hand?
 - a. *No. The VA is negotiating the permitting with the A/E currently. There is only a small wetland buffer impact to the project. This will not delay the construction process.*
5. Will variable materials pricing be adjusted throughout for material price increase?
 - a. *The submitted bid is valid for 90 days.*
6. Can the solicitation period for questions be extended?
 - a. *Currently, no, the target is to award a contract by the end of July. Extending the solicitation period for questions would impact this target date.*
7. Can the bid due date be extended a day or two beyond the holiday weekend?
 - a. *No. All offerors have forty-five days to submit their proposal.*
8. If there is a union labor strike, is there an alternate construction entrance?
 - a. *No, a secondary entrance is not currently in the design plans.*
9. Would a CPM consultant have to verify quantities?
 - a. *No*
10. How do contractors know when the contract was awarded?
 - a. *The contractor awarded the contract will be notified of the award. All unsuccessful offerors will be sent a letter stating the award amount and who was awarded the contract.*

Site Walkthrough:

Kevin Dix and Sean Baumgartner led the site walkthrough (really a drive-through due to the extent of work). A brief introduction to the work associated near the selected stopping points (see list below) was made by Kevin Dix, Jennifer Sieracki, or Rob Marshall. The committal shelters and Honor Guard Building could not be viewed as burial services were taking place until 3:00. The contractors were queried about a visit to the blue building during the walkthrough, however, no one expressed an interest at that point in time. Arrangements will have to be made with the cemetery to see the blue building slated for demolition.

Site Walkthrough Stop Points:

1. Columbaria 1-3
2. Assembly Area
3. Memorial Walk and monuments to be relocated
4. Bridge
5. New Columbarium 7
6. Crypt expansion area
7. Main entry at Hoff Road and location of construction staging area and intended haul route
8. Public Information Center
9. Administration and Maintenance buildings (including pump station)

Site Walkthrough Questions and Answers:

1. If the bridge is to be accessed from the south side of the creek, will there be any access to from the north side?
 - a. *Yes, there will also be a staging area from the north side, however, it is intended that all materials be delivered from the south side to minimize construction traffic through the cemetery as well as disturbance to construction underway in other areas.*
2. Where is the location of the sinkholes that were referenced in the solicitation to bid?
 - a. *There are no known or suspected sinkholes on the project site. It is unclear why that may have appeared in the solicitation to bid. This will be investigated.*
3. Will the native seeding contractor have to be qualified to perform the work?
 - a. *Yes, Native Seeding qualifications are included in the technical specification.*
4. What is the method of native seeding indicated?
 - a. *The native seeding method to be employed is seed drilling with mulch covering as indicated in the technical specifications for Native Upland Seeding.*

Questions and Answers:

1. Question. Section 1.12 (D) of the General Conditions states that the Bidders will be permitted to make subsurface explorations on site, upon proper application to the Dept. of VA. Please provide specific instructions for subsurface explorations.

Answer. Contractor shall first call the National Cemetery to schedule an appointment. Contractor shall report to the Administration Building at scheduled time to sign in. Contractor shall also sign out in the Administration Building at the end of each day. Contractor will be responsible for all safety requirements. Contractor shall contact "JULIE" for location of underground utilities. Contractor shall clean up area of test pits. Contractor shall repair damages to Government property. Test pits may be dug only in the burial sections. Test pits shall be dug to the smallest diameter and depth necessary. Test pits may be left open overnight only with prior approval of the National Cemetery personnel. Test pits shall be barricaded for safety. Test pits shall be

properly backfilled and compacted as soon as possible. The National Cemetery personnel will retain the rights to limit the number of test pits.

2. Question. If the site balance indicates that there is not enough or too much excess spoil material to construct the berms as proposed within the spoil disposal area, can the Contractor adjust the proposed contours in such a manner as to achieve a balanced site condition and also provide the intended screening of adjacent views? If not, does the excess material need to be hauled off and/or does the Contractor need to import material to achieve the proposed grades?

Answer. The excess spoils may be deposited in the new berms provided that the new berms are built to or above the grades indicated. Placement will be reviewed for approval by the Resident Engineer.

3. Question. Upon completion of the project, may the Contractor dispose of all haul road, temporary access road, and construction laydown area aggregate surfaces within the spoil disposal area, provided the disposal of this material is properly stabilized in accordance with the requirements of the specification, or does the aggregate utilized for these items need to be exported offsite?

Answer. Any excess materials can be built into the new berms provided that a minimum of 2' of soil cover is provided over the excess materials place. Placement will be reviewed for approval by the Resident Engineer.

4. Question. Per the Planting Irrigation specifications, the Engineer shall prepare the final irrigation as-builts (paragraph 3.12.D). Will the Engineer also prepare the controller charts?

Answer. Engineer will also prepare controller charts.

5. Question. Would it be acceptable for the irrigation contractor to GPS all irrigation sprinklers, valves, etc., in lieu of hiring a surveyor to conduct a ground survey?

Answer. No, the VA has specifically requested a land surveyor to complete the surveying.